

**Minutes of the James River Valley Library System Board of Directors
Library Board Meeting
Wednesday, April 8, 2026**

Board members present were Emmy Roorda, Jackie Barnes, David Schloegel, Denise Waldie, Meranda Vetsch, and Melissa Thury. Absent was Amanda Hastings. Also present were Library Director Joe Rector, Assistant Director Jill Pfaff, Sarah Helleckson, and Jessica Alonge.

Emmy called the meeting to order at 3:30 pm.

APPROVAL OF THE MINUTES

Jackie made a motion to accept the March 11 minutes, seconded by David. Unanimous aye. Motion carried.

WELCOME NEW BOARD MEMBERS

Joe welcomed Meranda Vetsch and Melissa Thury to the library board.

ELECTION OF OFFICERS

Emmy nominated Jackie Barnes as President, seconded by Denise. Unanimous aye. Motion carried.

Jackie nominated Denise Waldie as Vice-President, seconded by Emmy. Unanimous aye. Motion carried.

Emmy made a motion to appoint Jill Pfaff as Secretary, seconded by David. Unanimous aye. Motion carried.

Denise nominated David Schloegel as Treasurer, seconded by Meranda. Unanimous aye. Motion carried.

NEW SIGNERS FOR JRVL'S BANK ACCOUNTS AND CDS AT UNISON BANK, FCCU, BANK FORWARD, AND US BANK

Emmy made a motion to authorize that signatures be updated for all James River Valley Library System financial accounts including CDs, with the requirement of dual authorization or dual signature, for Unison Bank accounts, First Community Credit Union accounts, Bank Forward accounts, and US Bank accounts; and that authorized signers are David Schloegel, Jackie Barnes, Jill Pfaff, and Joseph Rector; and that Emaline Roorda, Sarah Helleckson, and Jessica Alonge are removed as signers; seconded by Melissa. Roll call vote showed 6 ayes, 0 nays. 1 absent. Motion carried.

FINANCIALS

Joe gave the financial report for the month of March.

BILLS TO BE PAID, PAYROLL AS PAID, AUTO PAY AS PAID, AND AMAZON TO BE PAID

Denise made a motion to approve the bills to be paid, the payroll as paid, auto pay as paid, and \$2,634.97 Amazon EFT, seconded by Meranda. Roll call vote showed 6 ayes, 0 nays. 1 absent. Motion carried.

MARKETING PLAN FEEDBACK FROM FRIENDS OF JRVL'S

Joe reported the Friends plan to discuss the marketing plan at their next meeting.

INFORMATION FREEDOM UPDATE

Joe reviewed US House of Representatives H.B. 7661 and the NDLA Letter of Opposition to H.B. 7661.

POLICY UPDATE: JOB DESCRIPTIONS

David made a motion to accept the policy update (revised job descriptions) as presented by Joe, seconded by Melissa. Roll call vote showed 6 ayes, 0 nays. 1 absent.

RAISE REQUEST FOR SHELLY BUNDE AND ELLIE BOESE (PROMOTED TO DESK SUPERVISORS)

Denise made a motion to approve immediate \$1.00 per hour raises for Shelly Bunde and Ellie Boese due to their promotion to desk supervisors, seconded by Emmy. Roll call vote showed 6 ayes, 0 nays. 1 absent. Motion carried.

L&M CONTRACTORS PROPOSAL FOR MEETING ROOM

Meranda made a motion to accept L&M Contractor's meeting room proposal, seconded by Denise. Roll call vote showed 6 ayes, 0 nays. 1 absent. Motion carried.

DISCUSSION OF UPCOMING BUDGET REQUEST

Joe informed the board that the library budget will need to be brought to the City and County in June. He recommended putting forth a budget that is realistic to operate for the year to come.

David requested Joe bring previous budgets for the past few years to the next meeting. He recommended looking at the things that the library has wanted to do in the past but couldn't, as well as looking forward to future projects and reviewing staff wages.

The board instructed Joe to check with other libraries in the state to see what their employees are being paid.

Joe will bring a draft of the budget to the next board meeting.

REPORT OF THE LIBRARY DIRECTOR

- Joe presented statistics for the month of March
 - Patron count: 6,349
 - Patron cards: 8,265
 - Libby/Overdrive usage: 2,399
 - Hoopla usage: 741 uses for a total of \$1,764.51
 - Item usage: 7,560
 - Computer usage: 819 (ADPL) and 120 (SCL)
- Staff meeting report – reviewed job descriptions
- Director continuing education 3/26/26 – safeTALK Suicide Alertness for Everyone (from FirstLink)
- Program report
 - Seed Library Kick-Off had a great turn-out with 44 attendees
 - Puzzle Competition, April 11, 2-4 pm, The Lodge Jamestown
 - HIA Hospice: Heart strings Remembrance service, April 16, 11:30 am – 1 pm
 - Children's library announced their new Summer Youth Volunteer Program. Applicants (ages 12-14) will interview April 24. Volunteers will help with library displays, programs, and be ambassadors for the library.

NEXT BOARD MEETING

Next regular board meeting Wednesday, May 13, 2026, 3:30 pm, ADPL.

ADJOURNMENT

Jackie adjourned the meeting at 4:43 pm.

Respectfully submitted,

Jill Pfaff
Secretary